

AMENDMENT 1

EXHIBIT A

This is Amendment 1 to Exhibit A to the Award Agreement entered on May 20, 2019 by and between Coastal Community Resilience, Inc., d.b.a. RISE and Wetlands Watch, Inc.

PHASE TWO – PROJECT DEVELOPMENT AND IMPLEMENTATION

STATEMENT OF WORK AND BUDGET

Task 2.1: RISE Green Infrastructure Workforce Development Training #1

Wetlands Watch will work with Chesapeake Conservation Landscaping Council (CCLC), Chesapeake Bay Landscape Professional (CBLP) Coordinators and CBLP Level 2 instructors to execute one CBLP certification Level 2 training and certification process to increase the number of Hampton Roads workforce/professionals in green infrastructure design, installation and maintenance & operation to address resilience needs of the Hampton Roads region. This effort focuses on upskilling of an existing Hampton Roads workforce from landscape-, development-, and stormwater-related fields. During the training seminar, trainees will not construct any stormwater practices.

Specific roles, tasks and funding mechanisms are provided under Deliverables and Funding Uses and Sources provided below.

Requirements:

- For the purposes of this work a “Hampton Roads trainee” is:
 - An individual who resides in Hampton Roads
 - An individual who may reside outside Hampton Roads but is employed in Hampton Roads by a business/non-profit based in Hampton Roads
- In order to qualify for payment associated with any of the deliverables (except the first), Awardee must have successfully completed the previous deliverable (see below).
- Although individuals other than Hampton Roads trainees may enroll in seminar and pursue Level 2 certification through the proposed event, only Hampton Roads trainees (see above) may benefit from RISE-funded scholarships.

Period of Performance: July 9, 2019 – December 31, 2019

Task 2.1.1) Seminar Planning and Development/Refinement of Program Materials for Hampton Roads

CBLP Coordinators, Beth Ginter and Shereen Hughes shall work with instructors to:

- Adapt course materials to Hampton Roads/Coastal Plain.
- Select new assessment sites in Hampton Roads to apply advanced design and implementation concepts.
- Develop correct treatment training scenarios for grading key.
- Find local green infrastructure stakeholders (contractors, local government, NGOs) for guest panel.
- Develop registration intake forms for approval by RISE.

All work by Beth Ginter shall be funded through CBLP Registration Fees, all work by Shereen Hughes shall be funded by Wetlands Watch's RISE funding.

Deliverable: CBLP Coordinators shall demonstrated completion of training materials for Hampton Roads region by providing to RISE a list of refined materials in a signed and dated letter certifying completion.

Completion Date: August 15, 2019

Task 2.1.2) Recruitment and Registration of Hampton Roads trainees

CBLP Coordinators, Beth Ginter and Shereen Hughes shall

- Develop a marketing/recruitment plan focused on Hampton Roads trainees to include offering of scholarships.
- Conduct recruitment.

All work by Beth Ginter shall be funded through CBLP Registration Fees, all work by Shereen Hughes shall be funded by Wetlands Watch RISE funding.

Deliverable: CBLP Coordinators shall deliver a recruitment plan documenting all marketing/outreach efforts in Hampton Roads and expected number of registered trainees.

Completion Date: August 21, 2019

Task 2.1.3) Delivery of 3-Day Training and Certification Seminar

CBLP Coordinators and CBLP instructors shall deliver the 3-day Level 2 Training Seminar in Virginia Beach, Virginia August 15-17, 2019.

During the Seminar, CBLP shall use intake registration forms to gather name, affiliation, job title, annual income level, residence address, business/non-profit address, and sign in sheets from each day of training. At the top of the forms, CBLP shall note information is being collected as a condition of funding by Commonwealth of Virginia's Housing and Urban Development Community Development Block Grant National Disaster Resilience (HUD CDBG-NDR) funding awarded to Wetlands Watch by Coastal Community Resilience, Inc., DBA RISE.

CCLC shall provide event liability insurance through an existing CCLC policy and collect registration fees which will be used to pay Beth Ginter for time, travel and materials, Instructors' room & board, seminar-related food/beverages and materials/copying.

Wetlands Watch RISE funding will cover all work by Shereen Hughes. CCLC shall invoice Wetlands Watch for reimbursement of seminar Instructor fees.

Deliverables: A summary report documenting:

- Total number of registered and trained people
- Total number of registered and trained Hampton Roads trainees
- Intake registration forms to include: name, affiliation, job title, annual income level, residence address, business/non-profit address, and sign in sheets from each day of training.

Completion Date: August 21, 2019

Task 2.1.4) Proctor Exams, Grading, and Certification Process

CBLP Coordinators, Beth Ginter and Shereen Hughes shall

- Proctor exams in Hampton Roads and DC Area
- CBLP Coordinator, Beth Ginter, grades assessments and exams
- CBLP Coordinator, Beth Ginter, certifies new Level 2 CBLPs
- Update report delivered in D 2.1.3 summarizing the total number of scholarships and certifications awarded to Hampton Roads Trainees.

Wetlands Watch RISE funding will cover all work by Shereen Hughes. CCLC shall invoice Wetlands Watch for up to \$2000 total reimbursement for Hampton Roads trainee scholarships for individuals who completed the 3-Day Level 2 Seminar by the deliverable completion date. If all scholarship funding is not used by Hampton Roads trainees during the Aug. 2019 seminar, it will be offered to Hampton Roads trainees who register and attend a November 2019 Level 2 Seminar in Maryland.

All work by Beth Ginter shall be funded through CBLP Registration Fees

Deliverables: An updated report delivered in D 2.1.3 indicating the number of CBLP certifications awarded to Hampton Roads trainees for the Level 2 training and a total number of scholarships provided to Hampton Roads trainees.

Completion Date: December 31, 2019

Funding Uses and Sources

Purpose	Budget Breakdown	RISE Funding Source	CBLP Registration Fees (estimate)
1) Seminar Planning and Development/Refinement and Production of Program Materials for Hampton Roads	S. Hughes (Wetlands Watch) 15h hours at \$60/h	\$900	\$0
	CBLP coordinator, B. Ginter 15h at \$40/h	\$0	\$600
2) Recruitment and Registration of Hampton Roads professionals	S. Hughes 10 hours at \$60/h	\$600	\$0
	CBLP coordinator, B. Ginter 15h at \$40/h.	\$0	\$600
3) Delivery of 3-Day Training and Seminar	S. Hughes 30h at \$60/h	\$1,800	\$0
	CBLP coordinator, B. Ginter 60 h at \$40/h.	\$0	\$2,400
	4 Level 2 instructors at CCLC contracted fees: Lauren Wheeler: \$2,250	\$6,375	\$0

	Chris Sonne: \$2,250 Darlene Robbins: \$1,250 Barb Neal: \$375		
	Travel costs of instructors and CBLP coordinator	\$0	\$3,000
	Supplies (food, drink and materials)	\$0	\$3,000
	Venue rental - pro-bono	\$0	\$0
	CCLC annual event liability insurance policy – pro-bono	\$0	\$0
4) Proctor and grade exams and assessments, certify trainees, report metrics of certified professionals	S. Hughes (Wetlands Watch) 5h at \$60/h	\$300	
	CBLP coordinator, B. Ginter's, 40h of time associated with proctoring and grading exams, and certification of new CBLPs Level 2. Pre and post seminar surveys at \$40/hr		\$1,600
	Scholarships for Hampton Roads trainees \$160 for 1 Level 2 certification (D or I), \$200 for 2 Level 2 certifications (D/I)	\$2,000	\$0
Total		\$11,975	\$11,200

Deliverables

Deliverable	Completion Date	Total RISE Cost
Deliverable 2.1.1: CBLP Coordinators shall demonstrated completion of training materials for Hampton Roads region by providing to RISE a list of refined materials in a signed and dated letter certifying completion.	August 15, 2019	\$900
Deliverable 2.1.2: A recruitment plan documenting all marketing/outreach efforts in Hampton Roads and expected number of registered trainees.	August 21, 2019	\$2,400
Deliverable 2.1.3: A summary report documenting a total number of registered and trained people; total number of registered and trained Hampton Roads trainees; intake registration forms to include: name, affiliation, job title, annual income level, residence address, business/non-profit address, and sign in sheets from each day of training.	August 18, 2019	\$6,375
Deliverable 2.1.4: An updated report delivered in D 2.1.3 indicating the number of CBLP certifications awarded to Hampton Roads trainees for the Level 2 training and total number of scholarships provided to Hampton Roads trainees.	December 31, 2019	\$2,300*
Total RISE Cost		\$11,975*

*Contingent upon a number of Hampton Roads trainees/scholarships provided.

Awardee

By: William A. Stiles, Jr.

Name: William A. Stiles, Jr.

Title: Executive Director, Wetlands Watch

Date: July 15, 2019

Coastal Community Resilience, Inc., DBA RISE

By: Paul A. Robinson

Name: Paul A. Robinson, Ph.D.

Title: Executive Director, RISE

Date: July 15, 2019